



DATE: January 22, 2014

AGENDA ITEM # 4

TO: Bicycle/Pedestrian Advisory Commission
FROM: Cedric Novenario, Staff Liaison
SUBJECT: 2013 Commission Accomplishments

RECOMMENDATION:

Discuss and review BPAC Accomplishments for 2013

BACKGROUND

The BPAC work plan developed in February/March 2013 laid the ground work for the commission's goals through February/March of 2014. These activities include,

- School Commutes
- Pedestrian Master Plan
- Quarterly Project Inventory Database
- Community Outreach
- CIP/PTC Review
- Ongoing Activities

See attached 2013/14 work plan.

DISCUSSION

The 2013/14 commission year was filled with consistent review of commercial project review, City project review (as pertaining to bicycle and pedestrian issues) and updates to the project database. This year also saw the kick-off and successful farmers market and commission outreach for the Pedestrian Master Plan. The commission also began to review school commutes and how to properly address these issues within the City's capabilities.

Staff recommends reviewing the 2013/14 work plan and discussing in what ways the commission accomplished these goals.

Attachment
2013/14 BPAC Work Plan

BICYCLE/PEDESTRIAN ADVISORY COMMISSION
2013/14 Work Plan
(as of July 12, 2013)

Goal	Projects	Assignments	Target Date	Status
School Commutes	Criteria for suggested routes to school	<ul style="list-style-type: none"> • Review criteria developed by staff and provide comments • Suggest other pertinent criteria for suggested routes for consideration 	May-August 2013	Target date will shift when school commutes community meetings begin in October.
Process for maintaining and updating maps		<ul style="list-style-type: none"> • Assist and comment on procedure and process for maintaining and updating school commutes map 	May-September 2013	Target date will shift when school commutes community meetings begin in October.
Suggested routes to school		<ul style="list-style-type: none"> • Provide comments and feedback on school routes that are under evaluation. • Suggest school routes that may be more desirable to both pedestrian and bicycle users, as appropriate • Assist staff in developing routes based on local and user knowledge 	June 2013-February 2014	Target date will shift when school commutes community meetings begin in October.
CIP on existing or potential routes that increase safety		<ul style="list-style-type: none"> • Identify projects or issues from Inventory database that are on school routes 	April-June 2013	Proposed 2 CIPs (Transportation Enhancements and Neighborhood Traffic Management) that will allow staff to address improvements on school Routes

	School Commutes Study Session	<ul style="list-style-type: none"> Conduct Study Session on School Commutes 	August/September 2013	Formed Sub-committee. Currently planning Community Meeting for October 2013
Pedestrian Master Plan	Project Inventory	<ul style="list-style-type: none"> Identify pertinent projects from Inventory database Provide project inventory database to consultant for review 	August/September 2013	Provided Consultant with Project Inventory Database in July 2013. All projects provided are pedestrian related
Pedestrian Master Plan development	Pedestrian Master Plan	<ul style="list-style-type: none"> Provide staff and consultant community knowledge of pedestrian issues Hold two study sessions, per the RFP during BPAC meetings Provide staff and consultant assistance in hosting Pedestrian Master Plan community meeting 	August/September 2013 November 2013	Staff provided draft outline of the Pedestrian Master Plan for comment at the July 2013 meeting.
Quarterly Project Inventory Review	Process for updating and quarterly review	<ul style="list-style-type: none"> Agendize review of project inventory database quarterly 	June 26, 2013, September 25, 2013, December/January 2013/14	Conducted quarterly review on 6/26/13
Spreadsheet to improve quality of data		<ul style="list-style-type: none"> Identify project information that are key to record (cost, bike/ped volume, safety, etc) Remove non-essential project information Insert "Status" column to traffic project process 	June 26, 2013, September 25, 2013, December/January 2013/14	Streamlined and updated database on 6/26/13

Bicycle/pedestrian project data from sources that include Council, PTC, and the public	<ul style="list-style-type: none"> • Add additional projects or issues as they arise 	June 26, 2013, September 25, 2013, December 2013	Did not add any projects on 6/26/13
Community Outreach	<p>Bike to Work Day</p> <ul style="list-style-type: none"> • Set up energizer station • Provide cyclists food and information • Conduct cyclist count <p>City Events</p> <ul style="list-style-type: none"> • On an as-needed basis BPAC may participate at City events (non-quorum) <p>Community and public meetings</p> <ul style="list-style-type: none"> • On an as-needed basis BPAC may attend community meetings or public meetings (non-quorum) <p>Project review for bicycle/pedestrian impacts</p> <ul style="list-style-type: none"> • On an as-needed basis BPAC will review design projects and provide comments related to bicycle/pedestrian issues • Track the number of CIP projects reviewed per year 	<p>May 8, 2013</p> <p>Participated on Bike to Work Day on 5/8/13</p> <p>Ongoing, as needed</p> <p>as needed</p> <p>Ongoing</p>	<p>Miramonte/Covington Intersection Improvements, April 2013</p> <p>Annual Striping Project June 2013</p>
CIP/PTC Review	<p>Commercial projects review</p> <ul style="list-style-type: none"> • On an as-needed basis BPAC will review commercial projects and provide comments related to bicycle/pedestrian issues • Track the number of Commercial projects reviewed per year 	Ongoing	<ul style="list-style-type: none"> • 355 First St - June 2013 • 86 Third St - Feb 2013 • 3117 First St - Jan 2013
Ongoing Activities	<p>VTA BPAC</p> <ul style="list-style-type: none"> • Attend Monthly VTA BPAC meetings (assigned representation) <p>Planning and Transportation</p> <ul style="list-style-type: none"> • Conduct special meetings with PTC 	Ongoing	Ongoing

	Commission coordination	as needed		
Neighboring City BPAC coordination/ bi-annual meetings	<ul style="list-style-type: none"> • When invited, BPAC representatives may attend neighboring City's BPAC meetings 	Ongoing	Ongoing	
Other projects as requested by Staff/Council	<ul style="list-style-type: none"> • On an as-needed basis BPAC will provide staff assistance on bicycle/pedestrian related projects 	Ongoing	Ongoing	